Date: January 9, 2015

ADDENDUM NO. 1

TO: ALL PROSPECTIVE BIDDERS

REFERENCE: RFP2000001422

TITLE: Auction Services Online and Consignment

DUE DATE/TIME: January 30, 2015; 2:00 P.M. **(Revised)**

The referenced invitation for bid is amended as follows:

1. The due date/time has been changed to January 30, 2015 at 2:00 P.M.

2. Due to the inclement weather this week, a 2nd pre-proposal conference has been scheduled for January 14, 2015 at 11:00 A.M., in Conference Room 8 at the Fairfax County Government Center Conference Center, 12000 Government Center Parkway, Fairfax VA 22035.

3. Refer to Attachment I for responses to the questions received via email and from the pre-proposal conference held on January 6, 2015.

All other terms and conditions remain the same.

_____
Kristy D. Varda, CPPB
Contract Specialist II

THIS ADDENDUM IS ACKNOWLEDGED AND IS CONSIDERED A PART OF THE SUBJECT REQUEST FOR PROPOSAL:

_____
Name of Firm

_____   _____
(Signature)   (Date)

Note: SIGNATURE ON THIS ADDENDUM DOES NOT SUBSTITUTE FOR YOUR SIGNATURE ON THE ORIGINAL PROPOSAL DOCUMENT. THE ORIGINAL PROPOSAL DOCUMENT MUST BE SIGNED.

<u>Attachment I</u>

There have been several questions regarding clarification of the language in the RFP, specifically the word "Auction". Fairfax County would like to clarify this term and the purpose of the RFP. The RFP was written based on current business practices including the use of "Auctions" to get the most from our sales of surplus property. We are asking the vendor community to tell us how they would assist the County in the sale of our surplus property and to show how your methods would gain the greatest return on investment for the County. While we currently have two methods, online auctions and consignment auctions, we welcome the vendor community to propose other innovative alternatives that will be the most beneficial to the County.

Q1.   What is the anticipated date of award for this contract?

A1.   At this time we do not have a set date for award, typically it takes approximately 120 days after we receive the proposals to evaluate, negotiate and award. This 120 is flexible, dependent upon how many proposals received and other scheduling factors beyond our control.

Q2.   What are the specific differences between 5.1 and 5.2?

A2.   As stated above the RFP is written based on our current business practices. We currently have two separate contracts to assist the County in getting rid of surplus property and add additional revenue via this process. Section 5.1 related to our current online auction system and section 5.2 is related to our current consignment sales process.

Q3.   On the reference sheet there is a line for "Total Dollar Amount". Can you please clarify what the County specifically looking for here?

A3.   We are asking that you provide the value of your service to the reference provided. Typically this is done as the dollar value of the contract, however since this is intended to be a revenue contract not a cost contract we are asking what level of revenue did you return to reference related to your services for them.

Q4.   Section 6.1.b.3 asks for flow charts, is this mandatory?

A4.   This section is asking for any other documentation that will help support, justify or aid the evaluation committee in understanding the technical aspects and value of what you are offering the County.

Q5.   Is it possible to add the language "Consignment Vehicle Services" to sections 1.1 and 5.2?

A5.   Section 1.1, Scope of Services, is written to encompass the entire scope of the contract. Section 5.2 already contains language related to vehicles, please see 5.2.a.2.

Q6.   Sections 6.1.b.2, and 6.2 seem to repeat what is asked of us in sections 5.1 and 5.2. Will a respondent provide a complete response for these tasks in both places in the proposal?

A6.   Section 6 of the RFP is the instructions on how the Technical proposal should be presented to the County. Section 6, is also a section that can be used by the vendors to add any information that was not included in the specific response to the Tasks to be Performed.